

DEPARTMENT OF HUMAN SERVICES  
DIVISION OF JUVENILE JUSTICE SERVICES  
POLICY AND PROCEDURES

Policy No.: 05-06

Effective Date: 08/14/08

Revision Date: 04-22-15

Subject: Use of Restraint Devices

**I. Policy Statement**

Restraint devices may be used on juveniles in Division facilities and programs to 1) enhance security when juveniles are being transported, or 2) protect juveniles who are dangerous to themselves or others, and 3) in accordance with the facility/program operations manual and the restraint matrix in this policy. Restraint devices shall not be used as a form of discipline.

**II. Rationale**

The purpose of this policy is to establish guidelines for the use of restraint devices on juveniles in the Division's facilities and programs.

**III. Definitions**

- A. "Mechanical Restraint" is a type of restraint device, such as handcuffs, shackles or plastic zip-ties, used to secure a juvenile's arms or legs either during transport or when they present a threat of physical injury to self or others.
- B. "Protective Headgear" is a type of restraint device used to safeguard against head trauma when a juvenile is banging his/her head against a wall or other dangerous object.
- C. "Safety Garment" is a type of restraint device which is a suicide preventive garment used to help protect a juvenile from self-harming behaviors.
- D. "Zip Tie" is a type of restraint device which is plastic strap which may be used to restrain a juvenile's hands or feet during emergency transport when standard handcuffs or shackles are not available.
- E. "Transport" is the process of moving a juvenile in a vehicle outside of a secure facility.

**IV. Procedures**

Division staff shall complete the Division's current crisis intervention training which includes protocols and procedures for use of the following approved restraint devices; mechanical restraints (e.g., handcuffs and shackles, safety garments,), and protective head gear. Additional restraint procedures, specific to each facility/program shall be described in the respective Operations Manuals and training in such procedures shall be provided at the facility/program level.

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A. Use of Restraint Devices

1. Restraint devices shall be used with caution and only to the extent necessary to maintain safety and security after less restrictive options have proven unsuccessful. The use of restraint devices shall be limited to:
  - a. precaution against escape during transport;
  - b. protection of the juvenile against self-injury;
  - c. prevention of injury to others;
2. Restraint devices shall never be used as punishment.
3. Approval for the use of restraint devices may be given by the lead staff on shift and shall be confirmed by the supervisor, Assistant Program Director (APD) or designee immediately, or as soon as possible. The name of the administrator giving authorization shall be added to the incident report.
4. Restraint devices shall not be used for more time than is reasonably necessary to gain control. Staff shall remove restraint devices when it is safe to do so as determined by a reasonable level of calmness and the ability to process.
5. Staff shall remain in immediate physical proximity with line-of-sight supervision of juveniles who are placed in Restraint devices.
6. Juveniles shall never be left alone while restrained.
7. Staff shall maintain hands on assistance for juveniles who are walking in leg restraints to prevent falling and possible injury.
8. Staff shall not use a restraint device to bind a juvenile to an object or to another person.
9. Excluding transports, staff shall promptly notify appropriate medical staff for evaluation/consultation whenever restraint devices are used.
10. Staff shall contact on-call medical personnel when restraint devices are used during evenings or weekends if the juvenile complains of an injury or an injury is visible to the staff. Otherwise, staff shall report the incident to medical and request the juvenile be seen at the first available opportunity.
11. In response to a physical intervention with a juvenile who is a danger to their self or others and when lesser interventions have proven unsuccessful, staff may use restraint devices consistent with current crisis intervention training.

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|                                   |                          |                         |
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12. Whenever restraint devices are used (excluding transports), involved staff shall complete incident reports and notify a supervisor, parent/guardian, case manager (where applicable) and APD, or designee in accordance with the JJS Incident Report policy 05-15.

**B. Restraint Devices Matrix**

This matrix is designed to inform staff at Division facilities/programs when and under what circumstances the use of restraint devices is authorized. Please refer to the written Policy and Procedures for clarification.

| Correctional Facilities | Conditions for Use of Restraint Devices |                     |                          |                 |
|-------------------------|---|---------------------|--------------------------|-----------------|
|                         | During Transfer to & from SF            | Risk of Self-injury | Risk of Injury to others | Property Damage |
| Secure Facilities       | √                                       | √                   | √                        | √               |
| Detention Centers       | √                                       | √                   | √                        | √               |

\*

| Community-Based Programs    | During Transfer to & from SF | Risk of Self-injury | Risk of Injury to Others |
|-----------------------------|------------------------------|---------------------|--------------------------|
|                             |                              |                     |                          |
| <u>O&amp;A's Ogden EIP</u>  | √                            | √                   | √                        |
| Case Management             | √                            | NO                  | NO                       |
| Genesis                     | √                            | √                   | √                        |
| Transition Support Services | √                            | NO                  | NO                       |
| Receiving Centers           | NO                           | NO                  | NO                       |
| Diversion Programs          | √                            | NO                  | NO                       |
| Youth Services              | NO                           | NO                  | NO                       |
| Shelter/non-secure beds     | NO                           | NO                  | NO                       |

BELOW, IS A LISTING OF ALL DIVISION PROGRAMS ORGANIZED BY FUNCTION.  
If you are unsure where your program fits in the above matrix, please refer to this list.

| Office of Community Programs ( <sup>2</sup> Private Facilities)  |   |
|--|---|
| <b>Observation and Assessment Centers</b> <ul style="list-style-type: none"> <li>Farmington Bay Youth Center<sup>2</sup></li> <li>Ogden O&amp;A</li> <li>Salt Lake O&amp;A</li> <li>Springville O&amp;A</li> </ul> | <b>Transition Support Services/ Ogden EIP</b> <ul style="list-style-type: none"> <li>In-Community Services</li> </ul> |

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| Office of Correctional Facilities <sup>(2Private Facilities)</sup>  |   |
|---|---|
| <b>Detention Centers</b> <ul style="list-style-type: none"> <li>Farmington Bay Youth Center<sup>2</sup></li> <li>Salt Lake Valley Detention Center<sup>2</sup></li> <li>Slate Canyon Youth Center</li> <li>Weber Valley Detention Center</li> </ul> | <b>Secure Facilities</b> <ul style="list-style-type: none"> <li>Decker Lake Youth Center</li> <li>Mill Creek Youth Center</li> <li>Slate Canyon Youth Center</li> <li>Wasatch Youth Center</li> </ul> |

| Office of Early Intervention   |   |
|--|---|
| <b>Diversion</b> <ul style="list-style-type: none"> <li>Davis Area Youth Center</li> <li>Home Detention</li> <li>Lightning Peak</li> <li>Salt Lake Early Intervention</li> </ul> | <b>Receiving Centers</b> <ul style="list-style-type: none"> <li>Archway Youth Services</li> </ul>         |
| <b>Youth Services</b> <ul style="list-style-type: none"> <li>Archway Youth Services</li> </ul>   | <b>Work Programs</b> <ul style="list-style-type: none"> <li>Genesis Youth Center</li> <li>DAYC</li> </ul> |

| Office of Rural Programs              |           |    |    |    |    |    |    |    |    |
|---------------------------------------|-----------|----|----|----|----|----|----|----|----|
| Multi-use Program                     | Functions |    |    |    |    |    |    |    |    |
|                                       | DT        | SF | HD | OA | RC | DV | SH | SS | YS |
| Box Elder JJS                         |           |    |    |    |    |    |    |    | √  |
| Cache Valley Youth Center             | √         |    | √  | √  | √  |    | √  |    | √  |
| Canyonlands Youth Center              | √         |    |    | √  | √  |    | √  |    | √  |
| Castle Country Youth Center           | √         |    |    |    | √  |    |    |    | √  |
| Central Utah Youth Center             | √         |    |    | √  | √  |    | √  |    | √  |
| Dixie Area Detention                  | √         |    |    |    |    |    |    |    |    |
| Duchesne County Youth Services        |           |    | √  |    |    |    |    |    | √  |
| Iron County Youth Center              |           |    |    |    | √  |    | √  |    | √  |
| Southwest Utah Youth Center           | √         | √  | √  |    |    |    |    |    |    |
| Split Mountain Youth Center           | √         |    | √  | √  | √  |    |    |    | √  |
| Washington County Youth Crisis Center |           |    | √  |    | √  |    | √  |    | √  |

DT: Detention SF: Secure Facility HD: Home Detention DV: Diversion OA: Observation & Assessment  
RC: Receiving Center SH: Shelter SS: State Supervision YS: Youth Services

### C. Transporting with Restraint Devices

- Staff shall handcuff a juvenile with arms to the front of the juvenile's body and attached to a belt when available, and shall also shackle the juvenile's ankles when transporting to or from a secure facility.

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2. In the event of an emergency which requires evacuation, juveniles may be transported using “zip ties” as the restraint device when standard handcuffs or shackles are in limited supply.

D. Use of Protective Headgear

1. Staff may utilize protective headgear for a juvenile engaging in injurious behavior e.g., banging their head against a wall or other object. The decision to use protective headgear shall be made by the lead staff on shift, and be approved by the supervisor, Assistant Program Director (APD) or designee immediately, or as soon as possible. The name of the administrator giving authorization shall be added to the incident reports.
2. Staff shall exercise patience and caution when initiating the use of headgear to avoid escalation of a juvenile’s problematic behavior. Staff shall encourage juveniles and gain compliance through discussion and negotiation. Staff shall not take down or restrain a juvenile for the sole purpose of forcing the juvenile to wear the headgear.
3. Whenever protective headgear is used, involved staff shall complete incident reports and notify a supervisor, parent/guardian, case manager (where applicable) and APD, or designee in accordance with the JJS Incident Report policy 05-15.

E. Use of Safety Garments

1. Staff may utilize a suicide prevention safety garment when necessary for a juvenile engaging in injurious behavior.
2. Staff shall exercise patience and caution when initiating the use of a safety garment to avoid escalation of a juvenile’s problematic behavior. Staff shall encourage and gain compliance through discussion and negotiation. Staff shall not take down or restrain a juvenile for the sole purpose of forcing the juvenile to wear a safety garment.
3. Whenever a safety garment is used, involved staff shall complete incident reports and notify a supervisor, parent/guardian, case manager (where applicable) and APD, or designee in accordance with the JJS Incident Report policy 05-15.

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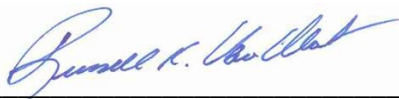
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- F. Use of restraint devices on pregnant juveniles in a secure facility.
1. To prevent falls, staff shall modify restraint procedures for a pregnant juvenile.
  2. Staff shall handcuff with arms to the front of the juvenile's body, without the use of a belt, rather than utilizing full restraints (handcuffs & shackles).
  3. Additional staff may be utilized to enhance security.
  4. During medical visits or once the juvenile is in the hospital's care, staff shall remove the handcuffs to facilitate the medical evaluation and treatment of the juvenile and the baby.
  5. The pregnant juvenile shall not be restrained during labor, delivery, or recovery.
  6. Staff shall apply leg shackles only after the juvenile has been medically cleared by a physician.
  7. Handcuffs will not be reapplied until the juvenile is transported back to the facility.

**V. Continuous Renewal**

This policy shall be reviewed three (3) years to determine its effectiveness and appropriateness. This policy may be reviewed before that time to reflect substantive change.

This policy has been reviewed by the Board of Juvenile Justice Services, and is approved upon the signature of the Director.



Russell K. Van Vleet, Chair  
Board of Juvenile Justice Services

04-22-15

Signature Date



Susan Burke, Director  
Division of Juvenile Justice Services

04-22-15

Signature Date